

**REAL ESTATE CONTRACTUAL FORMS ADVISORY COUNCIL  
MEETING MINUTES  
May 10, 2017**

**PRESENT:** Joseph Busch, Casey Clickner, Debra Conrad; John Drzewiecki (*arrived at 9:37 a.m.,*) Michael Gordon, Richard Marino, Kim Moermond (*arrived at 9:37 a.m.,*) Gary Tritz, Thomas Weber, Robert Webster, Pamela Widen

**EXCUSED:** Cori Lamont, Richard Petershack, Jonathan Sayas, Michael Sewell

**STAFF:** Brittany Lewin, Executive Director; Nifty Lynn Dio, Bureau Assistant

**CALL TO ORDER**

Robert Webster called the meeting to order at 9:32 a.m. A quorum of nine (9) members was confirmed.

**ADOPTION OF AGENDA**

**MOTION:** Gary Tritz moved, seconded by Michael Gordon, to adopt the agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES**

**MOTION:** Joseph Busch moved, seconded by Thomas Weber, to approve the minutes of February 22, 2017 as published. Motion carried unanimously.

(*Jack Drzewiecki and Kim Moermond arrived at 9:37 a.m.*)

**REVIEW OF REAL ESTATE CONTRACTUAL FORMS FOR REVISION**

**WB-36 Buyer Agency/Tenant Representation Agreement**

**MOTION:** Joseph Busch moved, seconded by Gary Tritz, to recommend the Real Estate Examining Board adopt WB-36 – Residential and delegate authority to the Chair to make any modifications and to report the revisions and recommendations to the Real Estate Examining Board. Motion carried unanimously.

**WB-47 Amendment to Buyer Agency/Tenant Representation Agreement**

**MOTION:** Gary Tritz moved, seconded by Thomas Weber, to recommend the Real Estate Examining Board adopt WB-47 and delegate authority to the Chair to make any modifications and to report the revisions and

recommendations to the Real Estate Examining Board. Motion carried unanimously.

**Commercial Buyer Agency/Tenant Representation Agreement**

**MOTION:** Michael Gordon moved, seconded by Joseph Busch, to recommend the Real Estate Examining Board adopt the Commercial Buyer Agency/Tenant Representation Agreement and delegate authority to the Chair to make any modifications and to report the revisions and recommendations to the Real Estate Examining Board. Motion carried unanimously.

**BOARD TRAINING REVIEW – PUBLIC RECORDS AND ETHICS AND LOBBYING**

*The Council reviewed training information relating to Public Records and Ethic and Lobbying requirements at this meeting.*

**ADJOURNMENT**

**MOTION:** Kim Moermond moved, seconded by Jack Drzewiecki, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 1:47 p.m.